

**SOUTH MIDDLESEX REGIONAL VOCATIONAL TECHNICAL  
SCHOOL COMMITTEE MEETING**

**April 8, 2019**

**MEMBERS PRESENT:**

**ASHLAND**

Ed Burman  
William Gainé

**FRAMINGHAM**

Larry Cooper  
Maria Martinez  
AJ Mulvey  
James Cameau  
Linda Fobes

**HOLLISTON**

Sarah Commerford  
Barry Sims

**HOPKINTON**

Ruth Knowles

**NATICK**

Elizabeth Smith-Freedman

**ALSO PRESENT:**

Jonathan Evans, Superintendent-Director  
Dolores Sharek, Director of Finance  
Jack Keating, Treasurer  
Richard DeAngelis, Legal Counsel  
Karen Ward, Recording Secretary

*Chairman Burman called the meeting to order at 7:30 PM*

**APPROVAL OF MINUTES OF REGULAR MEETING OF MARCH 4, 2019**

Chairman Burman asked for a motion to approve the minutes of the regular meeting of March 4, 2019.

MR. MULVEY MADE A MOTION, SECONDED BY MR. CAMEAU, TO APPROVE THE MINUTES OF THE REGULAR MEETING OF MARCH 4, 2019. NINE VOTED IN FAVOR OF THE MOTION; MR. SIMS AND MS. SMITH-FREEDMAN ABSTAINED. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

**RE-VOTE FY20 BUDGET**

Superintendent Evans said that an unforeseen item came up Friday afternoon regarding the excess and deficiency fund (E&D).

CHAIRMAN BURMAN MADE A MOTION, SECONDED BY MR. GAINES TO AMEND THE AGENDA. ELEVEN MEMBERS VOTED IN FAVOR OF THE MOTION; THE MOTION WAS UNANIMOUS.

On February 28<sup>th</sup> Mrs. Sharek got word that our E&D was certified. The Committee Voted to Approve the FY20 Budget including \$200,000 of E&D at the March 4<sup>th</sup> meeting. Mrs. Sharek then got a letter through the U.S. Mail dated March 6<sup>th</sup> that our E&D was certified. Out of an abundance of caution, Superintendent Evans asked that the Committee revote the FY20 Budget of \$19,778,463, a 3.47% increase over FY19, which includes \$200,000 of excess and deficiency to be used as a revenue source. MRS. KNOWLES MADE A MOTION, SECONDED BY MR. COOPER TO APPROVE THE FY20 BUDGET OF \$19,778,463 WHICH INCLUDES \$200,000 OF EXCESS AND DEFICIENCY TO BE USED AS A REVENUE SOURCE. ELEVEN VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

**GUESTS AND VISITORS**

There were no guests or visitors

**PUBLIC HEARING ON SCHOOL CHOICE**

Chairman Burman opened the Public Hearing on School Choice. No members of the public were in attendance. Chairman Burman asked for a motion to close the Public Hearing on School Choice. MRS. KNOWLES MADE A MOTION SECONDED BY MRS. COMMERFORD TO CLOSE THE PUBLIC HEARING ON SCHOOL CHOICE. ELEVEN MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS. A vote of the School Choice Decision will be taken later in the meeting.

## **CHAIRMAN'S REPORT**

There was nothing to report

## **EXECUTIVE SESSION**

Chairman Burman made a motion that the Committee go into Executive Session for the purpose(s) described in G.L. c.30A, §21 (a) (7) to comply with or act under authority of, any general or special law or federal grant-in-aid requirements, to wit, G.L.c. 30A§ 22 (f). (the minutes of any executive session..., may be withheld from disclosure to the public in their entirety...so long as publication may defeat the lawful purposes of the executive session, but no longer); and for the purpose described in G.L. c. 30A, §21 (a) (3) to discuss strategy with respect to collective bargaining;

The Chair declares before the executive session that:

1. The purposes of the executive session is (as stated in the Agenda for the meeting Approval of Minutes of Executive Session of March 4, 2019; and to discuss strategy with respect to collective bargaining; and
2. That an open meeting would have a detrimental effect upon the bargaining position(s) of the School Committee; and
3. The School Committee will reconvene in open session at the conclusion of the executive session. Requires a roll call vote of the majority of the entire committee.

MR. COOPER MADE A MOTION, SECONDED BY MRS. FOBES, TO GO INTO EXECUTIVE SESSION FOR THE PURPOSE OF APPROVAL OF EXECUTIVE MINUTES FROM THE MARCH 4<sup>TH</sup> MEETING AND TO BE PRESENTED WITH AN UPDATE ON NEGOTIATIONS AND TO RECONVENE IN OPEN SESSION AT THE CONCLUSION OF EXECUTIVE SESSION. THE VOTE IN FAVOR OF THE MOTION WAS MR. BURMAN, MRS. COMMERFORD, MRS. FOBES, MR. GAINE, MRS. KNOWLES, MR. MULVEY, MRS. MARTINEZ, MS. SMITH-FREEDMAN, MR. SIMS, MR. COOPER AND MR. CAMEAU VOTED IN FAVOR OF THE MOTION. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

## **SUPERINTENDENT-DIRECTOR'S REPORT**

### **Information Only**

- Update of Municipal Meetings

Superintendent Evans reported that he and Mrs. Sharek have been presenting both the FY20 Budget and the Revised Regional Agreement throughout the District with favorable feedback. Superintendent Evans

also presented the Revised Regional Agreement to the Framingham City Council with a vote of approval. Superintendent Evans said he has been communicating with Framingham leaders about the assessment, but he has not heard back as to when he will present to the City of Framingham. Superintendent Evans thanked Mr. Burman and Mrs. Commerford for their attendance and support at these meetings. As in the past, we have not been asked to present in Hopkinton, but Superintendent Evans reported that he has been in touch with the town manager and expects to have favorable support. Superintendent Evans said he is scheduled to attend the Natick Town Meeting on Tuesday, April 9<sup>th</sup>, however, he does not expect to present until after April vacation.

- Outstanding Vocational Student (Appendix 2019-20)

Members received a profile on Daniel Quackenbush, the Keefe Regional Technical Student that is receiving the Outstanding Vocational Technical Student Award at Mechanics Hall in Worcester on April 11<sup>th</sup>. This is a very proud moment for Dan and his family. Dan, his family and Keefe Tech staff will attend this event and show how proud we are of his work.

- Discontinuation of the Graphic Communication Program (Appendix 2019-21)

Superintendent Evans presented the Committee with information regarding discontinuing the Graphic Communication Program as a CTE option for students after the Class of 2022. Superintendent Evans said it is always a difficult decision to eliminate a Career and Technical program. Superintendent Evans said after receiving only three students this year, and looking at other programs that have waiting lists, the decision was made to phase out the program. He said this is not a statement about the quality of the instructor, but is about enrollment and viability of the print industry as a future occupational area. As we did with Business Technology, we will continue to honor the commitment we made to current students through graduation, but we will not be offering our exploratory for next year's freshman class. Superintendent Evans said they will submit a closure plan to the Department of Elementary and Secondary Education and will meet all compliance requirements.

- Partnership with MetroWest YMCA

Superintendent Evans informed the Committee that an opportunity to partner with the MetroWest YMCA has become available to us. Because of renovations that will be taking place at the MetroWest YMCA, there will be areas within their building that will be closed, and they will not have access to the pool. We gave them the cost for rental of our pool at \$22,000, and it was a little more expensive than they could afford

while losing revenue during the renovation. The Keefe Tech teacher that receives a stipend to maintain our pool will be retiring this year, leaving us with a need to find someone who can care for and service our pool. After discussion with the YMCA, we are in the process of coming up with language that will enable us to rent the pool at a lower cost for the year at \$12,000, as long as they maintain and service the pool with their knowledgeable staff, which we expect would cost us \$10,000. This collaboration would be beneficial to both Keefe Tech and the YMCA. Superintendent Evans said this agreement will be in effect for one year. Following this, the YMCA will continue to maintain our pool in exchange for 7 hours of pool utilization per month. Superintendent Evans said we will continue to maintain the schedule and approve who uses the pool.

- Partnership with CS Driving School

Superintendent Evans updated the Committee on plans to form a partnership with CS Driving School. Superintendent Evans informed the Committee that we have our own Driver's Education Program. This program has always been viable for us, but at the same time has felt awfully small. Recently our Driver's Education car got rear ended. Superintendent Evans said he is very thankful that no one was hurt, but now that car is out of service and we have 73 students who still need a total of 736 driving hours. CS Driving School is the program that provides driver's education to Natick, Waltham, Minuteman Tech and several other area towns. Superintendent Evans is happy to report they are willing to work with us on a partnership. We would no longer be in the driver's education business and would not have that liability, but we would have CS Driving School classes held in our classrooms. Our two driving instructors would be able to work for CS Driving School and the driving school would offer an affordable rate for Keefe Tech Students, while paying the district a fee for using our classrooms.

### **Action Required**

- Personnel Activity (Appendix 2019-22)

Superintendent Evans asked for a vote to approve three advisory board applications for the Plumbing, Early Childhood and Horticulture and Landscape Management Programs.

MRS. FOBES MADE A MOTION, SECONDED BY MRS. COMMERFORD TO APPROVE THE ADVISORY BOARD APPLICANTS. ELEVEN MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- Vote to Approve School Committee Dates in early FY20 (Appendix 2019-23)

Superintendent Evans provided three dates for the beginning of the FY20 School Committee Calendar; Monday, July 22, 2019, Monday, August 26, 2019 and Monday, September 23, 2019. MR. GAINES MADE A MOTION, SECONDED BY MR. BURMAN TO APPROVE THE EARLY FY20 SCHOOL COMMITTEE MEETING DATES. ELEVEN VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- Vote to Approve Out of State Field Trip – Business Professionals of America National Conference – CA (Appendix 2019-24)

Superintendent Evans provided the Committee with an Out of State Field Trip Request for students to attend the Business Professionals of America National Conference in California April 30 – May 5th. MR. BURMAN MADE A MOTION, SECONDED BY MR. CAMEAU TO APPROVE THE OUT OF STATE FIELD TRIP REQUEST FOR STUDENTS TO ATTEND THE BPA NATIONAL CONFERENCE IN CALIFORNIA. ELEVEN MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- Vote School Choice Decision (Appendix 2019-19)

Superintendent Evans provided a memo that was presented at the March 4, 2019 meeting. Superintendent Evans' recommendation is that the school not be a school choice district for the reasons stated in his memorandum to the full Committee.

MR. CAMEAU MADE A MOTION, SECONDED BY MR. MULVEY TO NOT BE A SCHOOL CHOICE DISTRICT. ELEVEN MEMBERS VOTED TO APPROVE THE MOTION; THE VOTE TO APPROVE THE MOTION WAS UNANIMOUS.

- Policy Regarding Enrolling Children of Staff Members (1<sup>st</sup> Read)(Appendix 2019-25)

Superintendent Evans presented a policy drafted by district counsel, Marc Terry, to be consistent with MASC (Massachusetts Association of School Committees) formatting for policies. This policy would allow children of full time staff members to attend Keefe Tech from out of district under certain conditions.

MRS. FOBES MADE A MOTION, SECONDED BY MR. CAMEAU TO APPROVE POLICY JFABE, ADMISSION OF NON-RESIDENT STUDENTS OF KEEFE TECHNICAL SCHOOL STAFF. ELEVEN VOTED IN FAVOR OF THE MOTION. THE VOTE TO APPROVE THE MOTION WAS UNANIMOUS.

## **FINANCIAL MATTERS**

### **Information Only**

- Non-Salary Financial Expenditure Report (Appendix 2019-26)

Members received the Non-Salary Expenditure Report along with some highlights. Mrs. Sharek updated the Committee on the status of the FY19 Budget. She said we are where we should be at this point in time of the year. She said we have completed 75% of the fiscal year and have spent 64.2% of the budget. Budget balances are monitored on a regular basis. Mrs. Sharek said her department is working on ensuring the encumbrances are accurate and necessary. Mrs. Sharek said the Building Improvement Account has a \$92,181 encumbrance due to upcoming auditorium project for carpeting and chairs. We anticipate a transfer request by the end of the fiscal year for this project due to the efficiencies within the current budget.

### **Action Required**

## **COMMUNICATION**

- Future Farmers of America (Appendix 2019-27)

Superintendent Evans updated the Committee on our recent success at the Future Farmers of America (FFA) State Conference. Superintendent Evans recognized Mr. Brochu and specifically Mr. Paul for receiving an Award of Excellence from the FFA State organization.

- 9<sup>th</sup> Annual Taste of MetroWest – Framingham Source Article (Appendix 2019-28)

Superintendent Evans presented the Committee with an article in the Framingham Source highlighting Keefe Tech students participating in the 9<sup>th</sup> Annual Taste of MetroWest, organized by the MetroWest Chamber of Commerce.

## **OLD BUSINESS**

There was no old business

## **NEW BUSINESS**

- Chairman Burman presented Attorney DeAngelis with an award from the Committee, thanking him for 13 years of service to the district. Attorney DeAngelis expressed his gratitude and said he enjoyed working with members past and present. He said he is very proud of the work the district has completed during his time working on behalf of Keefe Tech.

**ADJOURNMENT**

Mr. Burman asked for a motion to adjourn.

MR. MULVEY MADE A MOTION, SECONDED BY MR. COOPER, TO ADJOURN THE MEETING. ELEVEN VOTED IN FAVOR OF THE MOTION. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

The next meeting is May 15, 2019

The meeting adjourned at 8:50 p.m.



SOUTH MIDDLESEX REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

School Committee Meeting – April 8, 2019

**ACTION SHEET**

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